

SURESH KUMAR JAYACHANDRAN



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PROFILE

Innovative and result oriented candidate with experience in all areas of food and beverage operations as well as displaying commendable leadership and problem-solving skills.

AREAS OF EXPERTISE

Event Management	Maintaining Brand Standards	Customer Relationship Management
Budgetary Control	MS Office (Excel, PowerPoint, Word)	Vendor Relationship Management
Cost Reduction	Motivational Team Leadership	Safety and Sanitation Compliance
People Soft	Micros and Opera	Quadrant

EDUCATION

Diploma in Hotel Management, ASAN Memorial Institute of Hotel Management – 2002
Chennai, Tamil Nadu, India
BBA – Hotel Management – Indian Institute of Industry Interaction Education & Research - 2020

EXPERIENCE

Anantara, The Palm Jumeriah, Dubai, UAE

September 2015 – May 2020

Manager – Restaurant & Bar / Events & Conferences

- ✦ Assisting in establishing and achieving Restaurant & Banquet's / Outlet department annual budget Forecast and exercise a constant control of the operation cost
- ✦ Conducting regular training sessions with the assigned team in line with the departmental
- ✦ Sop's. Prepare yearly capes for the outlets
- ✦ Prepare annual budget for the Banquet
- ✦ Ensuring the timely set up of all Banquets' venues according to the service settings and as outlined in the function sheets.
- ✦ Coordinating all menu proposals presentations and buffet set-ups with the Executive Chef. Enforce control procedures for all outgoing and returning operating equipment.
- ✦ Prepare duty schedules, ensuring efficient workforce at all-time.
- ✦ Ensure that grooming standards are followed by all employees on a daily basis.
- ✦ Delegate all logistic supports e.g.contracted outside work force, contracted food and beverage supplies, operating / sound equipment, transport Etc.

Aloft Abu Dhabi – Mai Café – Abu Dhabi, UAE

November 2014- September 2015

Restaurant & Bar Manager

- ✦ Assisting in establishing and achieving Outlet department annual budget forecast and exercise a constant control of the operation cost.
- ✦ Provide a bullet point fiscal month summary of Actual results to budget & forecast for Food& Beverage Manager
- ✦ Maintain star voice score of 80% for yearly objective
- ✦ GSI target of 85% have been maintained in Yearly Objective & Goal Setting.
- ✦ Effectively manage implementation of revised or new Starwood standards in

product. Ensure effective compliance with all health, safety and hygiene legislation.

- + Conducting regular training sessions with the assigned team in line with the departmental Sop's.
- + Ensuring the timely setup of venues according to the service settings and as outlined in the function sheets.
- + Coordinating all menu proposals presentations and plating with the Executive Chef.
- + Clearly and promptly communicated pertinent information to staff, such large reservation or last- minute menu changes.
- + Enforce control procedures for all outgoing and returning operating
- + equipment. Correctly calculated inventory and order appropriate supplies.
- + Prepare duty schedules, ensuring efficient workforce at all-time.
- + Ensure that grooming standards are followed by all employees on a daily basis.
- + Delegate all logistic supports e.g. contracted outside work force, contracted food and beverage supplies, operating / sound equipment, live band, transported.
- + Met, greeted and encouraged feedback from customers and used feedback it implements positive changes within the restaurants.

The Westin Velachery – Pre-Opening, Chennai, India October 2012 to October 2014

F&B Operations Manager – Banquets & Sunset Grill Sea Food Restaurant

- + Responsible for planning, organizing, directing and managing of all activities with the bar & restaurant
- + Toliaisewithstewardingdepartmenttoensureahighstandardofcleanlinessandmaintenanceandan efficient provision of operating equipment
- + Helped in ideating new concepts and designs for hotel
- + marketing Maintain and update inventory and control inventory and supply

Movenpick Hotel & Spa – Pre-Opening -Bangalore, India March 2011 – September 2012

Asst. Restaurant & Bar Manager

- + Restaurant seating planning, bar Planning and allocating the daily duties to the team and follow
- + ups Working with chefs & Mixologist on preparing the menus for the outlet
- + Creating all the document's and allocating the supervisor to maintain and monitor daily
- + basis Training the team and creating a positive atmosphere on the work place
- + Working closing with purchase team for the requirements of the restaurants after approval
- + Arranging the needs of the restaurant like floor plan, duty roster, duties of the supervisor & waiters
- + Asset inventory on the pre-opening and valuating the budget and reporting to the management
- + Achieve star voice and GSI target as agreed with Hotel Manager in Yearly Objective & Goal Setting.
- + Effectively manage implementation of revised or new Starwood standards in product.
- + Ensure effective compliance with all health, safety and hygiene legislation.
- + Conducting regular training sessions with the assigned team in line with the departmental Sop's.
- + Ensuring the timely setup of venues according to the service settings and as outlined in the function sheets.
- + Coordinating all menu proposals presentations and plating with the Executive Chef.
- + Clearly and promptly communicated pertinent information to staff, such large reservation

Le Meridian Al Aqah Beach Resort – Fujairah, UAE

October 2005 to October 2010

F&B Supervisor – Banquets & Restaurants

- + Checking the Daily events and arranging the requirements for the event
- + Maintaining the inventory of the bar, equipment's, furniture, cutleries
- + Allocating the junior staff daily duties and monitoring them
- + Training the team based on the SOPs on the brand standards, events setup, behavior's with
- + guest Reporting to the manager on the day to day work and required and following the approvals

GRT Radisson, Chennai, India

January 2003 to October 2005

Senior Waiter

Le Royal Meridian, Chennai, India

June 2002 to December 2002

Waiter

TRAININGS AND ADDITIONAL INFORMATION

- + Commended for handling high net worth in dividable sand delivering highest standards of service in challenging situations
 - + Undergone Trainings for Effective Supervision.
 - + Internal Audit for ISO22000
 - + Service Culture Leadership – Le Meridian
 - + Food Safety Management System
 - + Linguistic Ability: English, Tamil and Hindi
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Declarations

Waiting with pleasure of reading your favorable reply, I hold myself at your disposal to answer any further details either in writing or by interview.

Suresh Jayachandran